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13 June 1986

MEMORANDUM FOR: Director of Central Intelligence

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 13 June 1986

1. On 6 June President Reagan signed into law the new Federal Employees' Retirement System. Thanks to what Hill staffers have informally observed was the most active government lobbying effort for its employees, we believe the Agency succeeded in getting the best possible benefits for our employees. A task force chaired by the Associate Deputy Director of Personnel is planning the implementation of the new system within the Agency.

2. Over the past week recruitment activities to identify Operations Officer applicants have included:

- Conducting a seminar for 28 placement directors from across the U.S. to acquaint them with the Agency's personnel requirements, especially our need for DO Ops Officers.
- Seeking referrals of graduating seniors from placement directors at campuses across the country.
- Briefing the staffs of the separation centers at the Norfolk Naval Complex.
- Conducting a special targeted recruitment exercise for 73 lawyers in Dallas, which featured a presentation by the Chief, Career Trainee Division, immediate interviews by Office of Personnel (OP) recruiters, and subsequent testing within several days. Similar efforts are being scheduled at other recruitment centers, as well.
- Initiating wider use of radio talk shows to publicize our personnel needs.

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6. The nonsecure switch in the current Headquarters Building has run out of standard telephone equipment ports. Contel is preparing a request for change to add additional capabilities to the switch. Telephone growth continues at a surprising rate, nearing nonsecure instruments.

7. The Agency's Educational Aid Fund received a contribution this past week from the renowned author of Search for the Red October, Mr. Thomas L. Clancy, Jr. Mr. Clancy, a recent Agency guest speaker, declined the \$500 honorarium presented to him in favor of contributing his honorarium to this deserving Agency charity. We are most appreciative of Mr. Clancy's contribution which will be used to help educate deserving children of Agency employees and retirees.

✓ 8. Photographs taken by the Office of Logistics (OL) during the various ceremonies honoring General Donovan and the 69th Regiment World War I Veterans have been sent to the Historical Staff for selection of final prints.

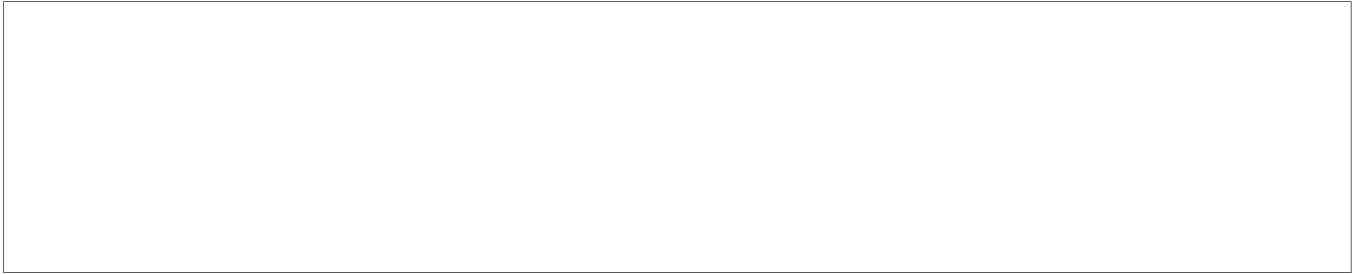
✓ 9. Budgetary constraints have curtailed the processing of virtually all new copier requisitions through OL. We are asking the Comptroller to transfer funds from requesting components until adjustments can be made to accommodate the shortfall.

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12. During the weekend of 6-8 June, the Office of Communications successfully installed the new communications system for the Crisis Communications Center at Headquarters. The system uses state-of-the-art technology to efficiently manage and control secure voice and data communications connectivity through the Agency's satellite communications resources.

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13. During 2-6 June OTE's Soviet Realities Institute conducted the first running of the Soviet Science and Technology series, a one-week course conceived by [redacted] NIO for Science and Technology.

14. The backlog of initial FOIA requests was reduced again this week and now stands at 1373, 951 fewer than this time last year.

William F. Donnelly

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